

Message

From: Ellison, Mardiko [Ellison.Mardiko@epa.gov]
Sent: 5/17/2017 8:15:12 PM
To: Phillips, Anna [Phillips.Anna@epa.gov]
CC: Chmielewski, Kevin [chmielewski.kevin@epa.gov]
Subject: RE: Fiscal Data for Administrator's Italy Mission

Hi Anna,
Yes, you can use the fiscal data already provided. Thank you.

From: Phillips, Anna
Sent: Wednesday, May 17, 2017 4:03 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Cc: Chmielewski, Kevin <chmielewski.kevin@epa.gov>
Subject: RE: Fiscal Data for Administrator's Italy Mission

Hi, Mardiko -- It will be at least \$14,000 and possibly more depending on whether another staff van will be needed. We hoped to know that today but it probably will be later this week. And I will be out on annual leave for a few days so won't be able to complete processing until early next week.

But if most of the fiscal data will remain the same, we can use what you've already provided and then adjust the total.

Many thanks...
Anna

Anna Phillips

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From: Ellison, Mardiko
Sent: Wednesday, May 17, 2017 2:35 PM
To: Phillips, Anna <Phillips.Anna@epa.gov>
Subject: RE: Fiscal Data for Administrator's Italy Mission

Can you guess at how much of an increase needed from OA? Thank you.

From: Phillips, Anna
Sent: Wednesday, May 17, 2017 12:24 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>

Cc: [Ex. 7(c)]; Chmielewski, Kevin <chmielewski.kevin@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>; Doroski, Brenda <Doroski.Brenda@epa.gov>; Finman, Hodayah <Finman.Hodayah@epa.gov>; Besch, Brianna <besch.brianna@epa.gov>; Rourk, Alexis <Rourk.Alexis@epa.gov>; Jones, Iris <Jones.Iris@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Thomas, Paula <Thomas.Paula@epa.gov>; Buckley, Katherine <Buckley.Katherine@epa.gov>
Subject: RE: Fiscal Data for Administrator's Italy Mission

Mardiko, thank you so much for your prompt response.


Based on our call this morning, it looks as if the numbers will be changing (increasing) for AO but I still don't have the final estimates. Of course, I'll share those as soon as I have them. Meanwhile, would the rest of the fiscal data remain the same or will other elements change along with the amount?

Many thanks again for your help.

Best,
Anna

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**Anna Phillips**  
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From: Ellison, Mardiko
Sent: Wednesday, May 17, 2017 10:21 AM
To: Phillips, Anna <Phillips.Anna@epa.gov>
Cc: [Ex. 7(c)]; Chmielewski, Kevin <chmielewski.kevin@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>; Doroski, Brenda <Doroski.Brenda@epa.gov>; Finman, Hodayah <Finman.Hodayah@epa.gov>; Besch, Brianna <besch.brianna@epa.gov>; Rourk, Alexis <Rourk.Alexis@epa.gov>; Jones, Iris <Jones.Iris@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Thomas, Paula <Thomas.Paula@epa.gov>
Subject: RE: Fiscal Data for Administrator's Italy Mission

Good Morning All,

Please see attached AO's accounting information for the Italy fund cite. If there are any questions regarding funding, contact me. Also, please send me a copy of the final fund cite. Thank you.

Mardiko Ellison
Office of the Administrator
Office of Administrative and Executive Services(OAES)
202-564-0401 Office

202-564-2744 Fax
Ellison.mardiko@epa.gov

"Management's job is to convey leadership's message in a compelling and inspiring way. Not just in meetings, but also by example."-- Jeffrey Gitomer

From: Phillips, Anna
Sent: Tuesday, May 16, 2017 1:18 PM
To: Thomas, Paula <Thomas.Paula@epa.gov>; Ellison, Mardiko <Ellison.Mardiko@epa.gov>; Vogel, Carol <Vogel.Carol@epa.gov>
Cc: (Ex. 7(c)); Chmielewski, Kevin <chmielewski.kevin@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>; Doroski, Brenda <Doroski.Brenda@epa.gov>; Finman, Hodayah <Finman.Hodayah@epa.gov>; Besch, Brianna <besch.brianna@epa.gov>; Rourk, Alexis <Rourk.Alexis@epa.gov>; Jones, Iris <Jones.Iris@epa.gov>
Subject: Fiscal Data for Administrator's Italy Mission
Importance: High

Dear Paula, Mardiko and Carol,

Attached is a draft fund cite cable which outlines anticipated OECA and AO expenses for the Administrator's upcoming travel to Italy June 5-13. These estimates are based on extensive consultation among OECA (PSD), AO, OITA and the U.S. Embassy in Rome and reflect our current understanding of the expected costs.

FYI, we will be having a planning call with Embassy Rome tomorrow (Wednesday) morning that might result in some (slight) changes to this draft and final estimates. However, I wanted to share what we have now to let you know that we will be needing fiscal data from your respective offices in the next few days in order to complete the fund cite.

I will be back in touch tomorrow after our call to share the final version and will appreciate receiving your fiscal data as soon as you can and no later than **Monday, May 22nd**.

Many thanks, as always, for your help!

Best,
Anna

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